

**HUMAN RESOURCE ENTERPRISE
CUSTOMER COUNCIL MEETING
Grimes South Conference Room
May 3, 2006 at 1:30 p.m.**

Agenda Item	Notes
Members Present	Bill Snyder, Chair-Judicial, Bill Gardam, Vice-Chair-DHS, Cindy Morton-Revenue, Roger Stirler-Education, Penny Westfall-Law Enforcement Academy
Members Absent	John Craig-AFSCME, Mike Marshall-Legislature, Clarence Key-Parole Board, Nancy Richardson- Transportation, Dean Lerner- Inspections, Jim Riordan- PERB, Lance Noe-Drake, Marty Deaton-Public Safety
Other Attendees	Nancy Berggren-DAS-HRE, Bill West-DAS-HRE, Tracy Hunt-Public Safety, Dave Werning-Inspections, Mary Christy-Transportation, Brenda Easley-DAS-SAE, Ed Holland-DAS-HRE, Laura Riordan-DAS, Deb-Madison-Levi, DAS.
Opening Remarks	<ol style="list-style-type: none"> 1. Chairperson Bill Snyder called the meeting to order. 2. There were two corrections to the April minutes. Marty Deaton was not included in the list of members absent from the April meeting, and the time the meeting adjourned was 3:07. Cindy Morton made the motion that the minutes be approved with those corrections. Bill Gardam seconded the motion. The motion passed.
Updates	<p>Bill Snyder reported that he authorized DAS-HRE to begin to work on replacing Clarence Key who has resigned from the Council. The Council bylaws require that the position must be filled within one month of the vacancy. DAS-HRE did proceed; however, no nominations were received. The council asked DAS-HRE to try to recruit nominations.</p> <p>Nancy Berggren indicated that DAS-HRE would move to the Hoover Building during the first week in June. The June Customer Council meeting is scheduled for Grimes South, however, watch the agenda for changes.</p> <p>Nancy also reported that DAS-HRE would be conducting some form of focus groups to obtain input from departments about our employment system. Now that Brass Ring will be implemented in June, it is appropriate to review further the hiring procedures to determine if additional streamlining is appropriate.</p> <p>Ed Holland reported that the health insurance on-line enrollment pilot will begin with SPOC in June. If all goes well, this will be implemented for other Wellmark plans in time for the next open enrollment.</p> <p>Ed also reported that the fee for our unemployment insurance vendor would increase from \$1.00 per year per employee to \$1.25 per year per employee.</p>
Budget Update	Brenda Easley provided a budget update and indicated that there are no areas of concern for FY 06 HRE spending. The Council asked Brenda to provide at the June meeting a projected DAS-HRE end of FY 06 balance.
Customer Input on Program Enhancements	Bill Snyder asked for comments regarding the program enhancement materials and transmittal letter that were emailed to Council members. After discussion and some change suggestions, the Council decided that the information should be sent to department directors and management liaisons for comment. Bill Snyder will receive the comments and report results to the Council at the June meeting.

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Rate Setting Discussion	Bill Snyder reviewed the timeline for the FY 08 rate setting process. The entire process, including the comment period, must be completed by September 1, 2006. After discussion, Cindy Morton recommended that DAS-HRE continue to use the five quarter-rolling average in calculating the number of employees. The council requested that at the June meeting, DAS-Finance provide a chart that lists the rates since FY 03, and provides the employee counts for each rate.
Next meeting:	June 7, 2006 Grimes South Conference Room at 1:30 P.M. Topics for June meeting: 1. Report on Council Survey 2. Rate Setting Discussion
Adjourned:	The meeting was adjourned at 2:57 p.m.